



**DTC BOARD OF DIRECTORS MEETING MINUTES
HELD ON MARCH 27, 2025, AT 4:00 P.M.**

BOARD PRESENT:

Chairperson
Secretary/Treasurer

Mr. Robert Cramer
Mr. John Naglick
Mr. Samuel Krassenstein
Mr. John Paul Rea

BOARD MEMBER(S) ABSENT:

Vice Chairperson

Mr. Luke Polcyn
Hon. Mary Sheffield

DETROIT TRANSPORTATION CORPORATION:

Mr. Ernest Latham, Deputy Gen. Mgr.
Ms. Jessica Aho
Ms. Ericka Alexander
Mr. Michael Anderson
Ms. Ophelia Crawford
Ms. Pamela Day
Ms. Jessica English
Ms. Karen Foster
Mr. LaVar Harris
Ms. Madonna Van Fossen
Ms. LaTrinda Perry
Mr. Marcus Scott
Ms. Leeya Sutter
Mr. Christopher Thomas
Mr. Tony Vinson
Ms. Gwen Wallace

OTHER ATTENDEES:

Mr. Khalil Davis
Mr. Lukas Lasecki
Mr. Robert Pawlowski

Meeting Called to Order/Opening Remarks

Chairperson Mr. Robert Cramer called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:08 p.m.

Mr. Robert Cramer performed a roll call. A quorum was present with the following members: Chairperson Mr. Robert Cramer, Secretary/Treasurer Mr. John Naglick, Mr. John Paul Rea, and Mr. Samuel Krassenstein.

1. Approval of the Agenda

MOTION: Moved by Mr. Samuel Krassenstein and supported by Mr. John Paul Rea to adopt the agenda.

VOTE: All in attendance voted to approve the agenda.

2. Approval of the Minutes from March 6, 2025

MOTION: Moved by Mr. John Naglick and supported by Mr. Samuel Krassenstein to adopt the Minutes for the Board of Directors meeting held on March 6, 2025.

VOTE: All in attendance voted in the affirmative.

Action Items

3. Resolution Authorization to Award a Contract for Digital Marketing and Graphic Design Services

MOTION: Moved by Mr. Samuel Krassenstein and supported by Mr. John Paul Rea that the Chief Executive Officer is hereby authorized, empowered and directed by the DTC Board of Directors to enter into an agreement for an Digital Marketing and Graphic Design Services for a three-year contract with no renewal options for an amount not-to-exceed One Hundred and Eighty Thousand 00/100 Dollars (\$180,000.00).

Discussion: Mr. Michael Anderson stated that this selection was through an open and competitive bid solicitation, where the evaluation committee nominated Hadrout as the selected vendor to manage our digital marketing and graphic design service. Mr. Anderson noted that we received thirty-four bid responses, interviewed and vetted four (4), and it was determined that Hadrout was the nominated vendor. Mr. Anderson stated that upon the approval of the board, Procurement will enter into a professional service contract with Hadrout for three (3) years at Sixty Thousand Dollars and 0/100 (\$60,000.00) annually per year, totaling One Hundred Eighty Thousand Dollars and 0/100 (\$180,000).

Mr. Samuel Krassenstein asked if we knew of any companies or groups they've worked with before and if they are Detroit-based. Mr. John Paul Rea answered that they are based in Farmington Hills. Mr. Robert Cramer explained that we engaged with Crystal Cranes for the brand refresh, which was a specific project, and that we also engaged with Hadrout for some design services, the website, and the social media improvements we have made recently. He stated that this time, knowing more of what we needed, we were able to structure this to a longer-term agreement that covers all of that. He stated that Hadrout provides a decent number of these services, and we've been satisfied with their work.

VOTE: All in attendance voted in the affirmative.

4. Resolution Authorization to extend Infrastructure Engineering Services to NTH Consultants for Time Only

MOTION: Moved by Mr. John Paul Rea and supported by Mr. John Naglick that the Chief Executive Officer shall be and is hereby authorized, empowered and directed by the Chairman of the Board of Directors on behalf of the Corporation to enter into a contract amendment as herein stated with NTH Consultants to extend the contract from March 31, 2025, to June 30, 2025 for the provision of professional/technical engineering services as directed by the DTC.

Discussion: Mr. Ernest Latham explained that this is a request for authorization to extend the time only for NTH, our civil engineers that handle the guideway structure. He stated that they completed our guideway inspection program and contracted the repairs for the last cycle.

Mr. Samuel Krassenstein asked if we have a need to bring on a different Infrastructure, environmental services or if our A&E contract will cover this going forward. Mr. Ernest Latham answered that this is a specialized program for the beam inspection, which is back out for bid. Mr. Michael Anderson stated that each share of the actual bid solicitation was completed, but there's some additional work that we need to do. Mr. Anderson stated that we intend to place this out for a formal and open competitive bid, which is why there is only a short period of time. He said that we think we can more or less have this addressed within that time and either have a new company or a new existing company in place.

Mr. Samuel Krassenstein asked if the new scope will be bid, awarded, and approved by the Board and executed before June 30, 2025. Mr. Michael Anderson answered in the affirmative.

Mr. Robert Cramer added that there is a program that NTH completes on an annual basis, inspecting certain parts, rotating part of the guideway; however, their work for this cycle is complete. He stated that we don't have anything planned over the next three months that NTH will have to do, but if something came up, they would be available for us. He also stated that, similarly, we don't have something that's required on July 1st, but that it's getting the next vendor under contract and then scheduling the work.

VOTE: All in attendance voted in the affirmative.

5. Chief Executive Officer Report

Quarterly Financial Update

Mr. Robert Cramer stated that we are working on developing a quarterly financial update and will have it at the next meeting.

Appraisal Process – Mr. Ernest Latham

Mr. Ernest Latham stated that we signed a letter to engage with a firm to look at 325 Michigan, which is a part of the Karp project, to begin the formal appraisal for that property, and because we have the easement on the corner of the building with the stairway.

Mr. John Naglick asked if we had closed on the parking lot on Broadway. Mr. Robert Cramer stated that the parking lot closing will take place by the end of April. He stated that earlier this week, we drafted the termination letter for the vendor.

Mr. Cramer shared a photo of the property at 325 Michigan with the Board. He stated that the area is a public alley to a point and that we own the rest of the alley area where the exit stairwell is located. He stated that the Karp properties own the parking lot and that they are working on a project that would take up 100% of the footprint, including the alley against our building. Mr. Cramer stated that the idea would be that they would purchase the alley and the exit stairs but that they would be required to provide stair access nearby along the wall. Mr. Cramer also stated that because our system is FTA funded, we are doing an appraisal to determine a monetary value on that sliver of property, then we would sell it to them at or above the appraised value with the contingencies to make sure that we maintain secure access.

Mr. John Naglick asked for the name of the company making the purchase. Mr. Robert Cramer answered Karp Associates. Mr. Naglick asked if they were developing a building for their use. Mr. Cramer answered that they

are developing the building. Mr. Naglick asked if it is being developed as a residential space. Mr. Cramer answered that the concept for the space is a parking deck, retail space, and apartments.

Mr. Samuel Krassenstein asked if the area we own is owned outright or if it is a vacated alley with utilities. Mr. Robert Cramer stated that the appraisal would help us figure that out. Mr. Cramer stated that they've researched whatever the utilities are under there and that this has come up at some point in the past. He said that they understand they'll have to relocate them if they're there. He also stated that we have secure access points that are on the wall, in the alley and that they (Karp) will have to provide us with the opportunity to keep those secure and have access within the parking garage portion.

Challenge Detroit Overview – Ms. Jessica Aho

Ms. Jessica Aho explained that Challenge Detroit is a year-long fellowship and that this year, there was a cohort of twenty-two (22) Fellows but that the cohorts can range from twenty (20) to forty (40) Fellows. She stated that the Fellows work with a host company Monday through Thursday, and then the cohort meets Fridays to work on special projects with nonprofits. She said that the cohort is made up of many different backgrounds and that her background is in urban studies at Wayne State University. Ms. Aho stated that she was matched with DTC as the Strategic Initiative Specialist.

Ms. Aho stated that they had just wrapped up a project with the People Mover and will be starting another project with the Center for Success. She stated that the main question that we looked at during the People Mover project was how we could have more Detroiters be informed about and use the People Mover. She stated that it was a seven-week project time where they met every Friday and broken into different teams that included seniors, families, schools, and community groups. She said that each of the teams held stakeholder interviews and idea building. The teams came up with deliverables and created those deliverables, which were presented on February 28th at their final event, on the top floor of the Guardian Building. She noted that there were over 100 people who attended.

Ms. Aho stated that some of the deliverables created were a newsletter, different brochures, and family guides. She stated that the Senior Team compiled every senior discount in the range of the People Mover and put it in a file and used to create a brochure, do social media and have information ready to go. Ms. Aho presented other deliverables created by the Family Team that were child-related, such as "I Spy" and coloring pages, to get families engaged and bring their children downtown for a reason to ride the People Mover.

Ms. Jessica Aho also stated that there was a curriculum by the School Team to give to schools that they wanted to do, like field trips. She said that the curriculum outlined how the People Mover relates to economics, history and math, and all types of different things for schools to use. She said that the Family Team came up with the idea of adding little free libraries to our stations and that we are looking to move forward on that idea in the near future.

Mr. Robert Cramer noted that there are a lot of files and data to work down. He commended DTC staff Madonna Van Fossen, Tony Vinson, Ericka Alexander, Tiauna West, and Chrishaun Stanton for their work as liaisons for the Challenge Detroit program. He stated that they attended the Friday meetings, had check-in with their teams, heard some of the discussions, and provided insights and information.

Social Media Metrics Update

Mr. Robert Cramer stated that it would be discussed at the next Board Meeting.

6. Public Participation

Mr. Robert Palowski commended Ms. Jessica Aho for her amazing work at Challenge Detroit on improving the system and boosting volunteer engagement to be more involved with helping people, especially new riders, in the system. He stated that volunteering within the system helps grow our service. He stated that service volunteering is something to keep in mind, not just on opening days and big events, but maybe as a long-term initiative where you have people wanting to come in and do ambassadorships and teach people how to use a service during peak times.

Mr. Lucas Lasecki requested that the entire Board Meeting packet be placed on the website to make it easier to access, especially for those who are not able to attend.

7. Adjournment

MOTION: Moved by Mr. John Paul Rea, and supported by Mr. Samuel Krassenstein to adjourn the meeting at approximately 4:31 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

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John Naglick, Corporation Secretary



**DETROIT
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CORPORATION**